

DEBTORS (BILLING VS ACTUAL) ANALYSIS BY FUNCTION

RATES DEBTORS BILLING vs ACTUAL AS AT END JUNE 2010									
	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10
Rates	9,477,443	1,011,248	1,010,893	1,089,875	984,165	1,000,010	949,883	1,566,014	780,600
Actual Rec		91,166	129,645	470,274	2,935,463	1,087,693	163,997	2,875,925	306,963
Total	9,477,443	920,082	881,248	619,600	-1,951,298	-87,682	785,886	-1,309,912	473,638
No of properties billed	8620	8620	8620	8620	8699	8699	8699	8700	8699
REFUSE REMOVAL DEBTORS BILLING vs ACTUAL AS AT END JUNE 2010									
	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10
Refuse Removal	403,692	403,692	404,370	412,740	412,740	412,890	413,569	261,928	262,064
Actual Rec		10,796	16,774	26,692	21,216	15,772	29,045	26,007	23,323
Total	403,692	392,895	387,596	386,048	391,524	397,118	384,524	235,921	238,742
No of properties billed	5508	5508	5514	5524	5524	5526	5530	5530	5532
RENTAL DEBTORS BILLING vs. ACTUAL AS AT END JUNE 2010									
	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10
Rental	180,571	158,401	156,828	157,561	157,561	157,561	1,521,013	164,663	181,426
Actual Rec		4,555	19,656	24,572	26,954	23,659	214,223	27,176	27,080
Total	180,571	153,846	137,173	132,990	130,608	133,902	1,306,790	137,487	154,346
No of properties billed	505	505	504	507	507	507	507	508	510
INDIGENT DEBTORS BILLING vs. REBATES AS AT END JUNE 2010									
	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10	Feb-10	Mar-10
Rates	-3400	-3400	-3400	-3400	-3400	-3400	-3400	-3400	-3400
Actual Rec	0	0	0	0	0	0	0	0	0
Total									
No of properties billed	52	52	52	52	52	52	52	52	52

AGE ANALYSIS AS AT END JUNE 2010							
SERVICE	Current (0-30 Days)	31-60 Days	61-90 Days	91-120 Days	121-365 Days	>365 Days	Total
Rates	564,198	839,133	799,016	794,749	802,455	44,901,996	48,701,547
Refuse Removal	269,174	236,678	228,405	227,238	15,084,506	0	16,046,001
Housing Rental	253,689	130,626	149,169	224,540	139,043	6,960,065	7,857,132
Fire Levy	235	233				3,615,320	3,615,788
Total	1,087,296	1,206,670	1,176,590	1,246,527	16,026,004	55,477,381	76,220,468

(ii) Write off for the year ended 30 June 2010

No write offs were done in the year under review, provision as write off

(iii) Property Rates information

Description	No	Amount
Number and value of properties rated	8 620	R 859 288 100
Number and value of properties not rated	289	n/a
Number and value of rate exemptions	611	n/a
Rates collectible for the current year	n/a	R 13 932 548

(iv) **Property Valuation**

Last valuation roll was done in 2008/2009 financial year and it was implemented in 2009/2010. The next valuation is due in 2014 and yearly there are supplementary valuations conducted to cater for those properties that were not valued during the General Valuation process.

(v) **Indigent Policy**

In 2007, 17000 indigent customers were identified and registered in the Mngquma indigent register, yearly the register was reviewed and register additional names. The process was managed through the adopted policy which is reviewed yearly an independent service provider was working hand in hand with Budget and Treasury, Portfolio Head finance and Ward Councillors.

In 2009 the Department of Local Government appointed another service provider to develop software in capturing the database and also develop generic policies that the Municipality must customise. In the process the Municipality has submitted 4 973 names to Eskom for those that can benefit on Electricity but only 1 973 were approved by Eskom. Other (4 900 beneficiaries were registered in the programme of alternative energy (paraffin) wherein 20 litres of paraffin was issued on by-monthly for those beneficiaries that do not have electricity mainly in the rural areas of Mngquma. The total amount spent in the year under review was R 2 818 178.

In the year under review, Service provider was appointed to review the indigent register and register the new customers that will benefit in the next financial year. Separate exercise of verifying indigent customers is being done regularly with the assistance of indigent staff at Budget and Treasury Directorate, CDW's, Ward Committees and Councillors.

CREDITORS AGE ANALYSIS AS AT 30 JUNE 2011						
CODE	SUPPLIER R	Current(0-30 Days) R	31-60 Days R	61-90 Days R	>120 Days R	Total
A002	A & J MOTORS	25,509.09	-	1,556.29	417.47	27,482.85
A006	A & J MIDAS	-	1,807.12	-	390.66	2,197.78
A016	AUDITOR GENERAL	-	-	44,200.05	-	44,200.05
A030	ALLIED BUSINESS SOLUTIONS	-	820.00	-	-	820.00
A036	AFRICAN BANK LIMITED	150.00	-	-	-	150.00
A046	ALOE OFFICE EQUIPMENT	-	3,712.35	-	-	3,712.35
A205	ACCYS	-	-	29,919.30	-	29,919.30
A208	ALBANY HOTEL	-	-	1,146.00	-	1,146.00
B045	BRENDAN WEDRICK ATTORN	1,001.16	-	-	-	1,001.16
B046	BU VAN RENSBURG	-	-	-	901.69	901.69
B108	BUDGET CAR RENTAL	3,876.61	5,743.41	-	-	9,620.02

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CREDITORS AGE ANALYSIS AS AT 30 JUNE 2011						
CODE	SUPPLIER R	Current 0-30 Days) R	31-60 Days R	61-90 Days R	>120 Days R	Total
B169	B'WORTH TAXI ASSOCIATION	-	-	3,800.00	5,550.00	9,350.00
B189	BRAND NAME MARKETING	2,385.00	-	-	-	2,385.00
D041	DE VILLIERS & MOJAPELO	800.00	-	-	-	800.00
E016	ESKOM	-	180,504.78	805.45	35,482.15	216,792.38
F024	FLEET STREET PUBLICATIONS	1,082.07	-	-	-	1,082.07
G094	GUTHRIE & THERON	357.33	-	-	-	357.33
G103	GARDEN COURT S/SUN -KIMBER	-	-	-	1,500.00	1,500.00
J010	JS BERGH INC	200.00	-	-	-	200.00
K041	KONICA MINOLTA	2,442.80	-	-	-	2,442.80
L001	LITHOTECH	-	39,432.60	-	-	39,432.60
L016	LEXIS NEXIS	-	-	1,755.26	-	1,755.26
M014	MALCOMESS TEMPE	-	730.00	-	-	730.00
M380	MTIKA GOPS TRADING	-	7,566.75	-	-	7,566.75
N003	NASHUA	18,333.26	-	-	-	18,333.26
N065	NSFAS	3,800.00	-	-	-	3,800.00
P169	PHIKISA TRADITIONAL DANCERS	1,000.00	-	-	-	1,000.00
S0069	SEBATA MUNIC SOLUTIONS	-	23,039.86	27,724.80	-	50,764.66
S051	SALGBC	7,130.41	-	-	-	7,130.41
S055	SAMWU	33,043.01	-	-	-	33,043.01
S056	SARS	3,216.66	-	-	-	3,216.66
S060	SNYMAN & VENNOTE	1,000.00	-	-	-	1,000.00
S062	SAMWU BEST FUNERAL SOCIETY	37,762.80	-	-	-	37,762.80
S064	SINETHEMBA BRICKS	10,500.00	-	-	-	10,500.00
S348	SPECTRIFIN CAPITAL	132,875.17	-	-	-	132,875.17
S366	SD COETZEE INCORPORATED	2,813.79	-	-	-	2,813.79
T098	TITIBA MULTI TRADERS	-	-	-	8,250.00	8,250.00
V048	VELLE TINTO & ASS	250.00	-	-	-	250.00
V061	VICTOR GOUNDEN & ASS	240.00	-	-	-	240.00
V068	VAN WYK & WEBBER	100.00	-	-	-	100.00
W011	WYLDE & RUNCHMAN	1,300.00	-	-	-	1,300.00
	TOTALS	291,169.16	263,356.87	110,907.15	52,491.97	717,925.15

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3. Planning and Development Performance

Function:	Planning and Development		
Sub Function:	Economic Development		
Reporting Level	Detail	Total	
Overview:	To increase the support to SMME. To mobilise relevant stakeholders. To promote tourism and related activities. To provide support towards the development of the Agricultural sector		
Overview of the Activity	The municipality has a mandate to: Facilitate the socio economic development. The Municipality has established the Hawkers association, cooperatives forum, Agricultural forum, Fishing Forum, and further the municipality has developed an LED Strategy. Agricultural strategy, Tourism cluster plan, Master Plan, all adopted by council except for the SMME Strategy which is still in draft form. Summary of Expenditure will include other functions performed under planning and development Directorate which are Communications, Research and IDP		
Analysis of the Function:			
1	Number and cost to employer of LED component:		
	Director Manager Officers Contract	1 2 3	R (000s) R 1 772 495
	Number and Cost to employer of Communications Manager Officers	1 3 2	R 917 750
	Non Professional (clerical)	1 3 2	
	Number and Cost to employer of IDP and PMS Manager Officers	1 2	R 545 938
	Number and Cost to employer of Research and Policy Development Manager Officers	1 2	R 1 772 495
	Non Professional (clerical)	1 1 1	
	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance	15	

4. Community and Social Service

Function: Community Services
Sub Function: All inclusive

Reporting Level	Detail	Total	
Overview:	Includes all activities associated with the provision of community and social services		
Description of the Activity:	The function of provision of various community and social services within the municipality is administered as follows and includes:		
Analysis of the Function:	Traffic Safety and Law Enforcement, Registration Authority, Security Services, Security law enforcement, Solid Waste Management, environmental Management, Primary Health Services and Emergency Services		
	Traffic Safety and Law Enforcement, Security Services, Security law enforcement, Solid Waste and Environmental Management		
	The strategic objectives of this function are to:		
	<ul style="list-style-type: none"> Educate public about traffic safety and enforce law thereafter to traffic offenders, To provide security to all municipal assets, To provide an environment that is not harmful to people's health or well being 		
	Library/Services	no of facilities:	no of users:
	Department of Sports, Arts and Culture provides the service	3	3000
	Museum and Galleries	n/a	
	Other Community Halls/Facilities	9	R485 345
	Cemeteries and Crematoriums	5	18 000 people
	Child Care Facilities		
	- Child care (including crèches etc.)	35	3000 kids
	- Aged care (including aged homes, home help)	1	60 people

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Function: Community Services
Sub Function: All inclusive

Reporting Level	Detail	Total	
	- Schools	411	17000 house holds
	- Sporting facilities (specify)	5	120 people
	- Parks	8	1750 people
	Number and cost to employer of all personnel associated with each community services function:		R 21m
	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance		
6	Out of 25 Activities set for the year 18 were 100% achieved, reasons for not achieving set goals, in most not achieved were depended on the co-operation of another party, an instance in this regard is SAPS that has to approve and facilitate construction of satellite police station, plans to improve would be to enhance co-operative governance.	Achieved 18 and Not Achieved 25	R (000s)

5. Housing Function's Performance

Function: Housing
Sub Function: N/A

Reporting Level	Detail	Total	
Overview:	Includes all activities associated with provision of housing		
Description of the Activity:	<p>The function of provision of housing within the municipality is administered as follows and includes:</p> <p>Housing function is derived from Section 26 of The Constitution of the Republic Africa, 1986 which acknowledges provision of adequate Housing as a fundamental human right and compels the state to take reasonable legislative and other measures, within its available resources to achieve the progressive realisation of this right.</p> <p>The following are the key programmes</p> <ul style="list-style-type: none"> Integrated Residential Development Programme simply known as BNG – provides for acquisition of land servicing of stands for a variety of land uses including commercial, recreational, schools, clinics as well as residential stands for both low, 		

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Function: Housing
Sub Function: N/A

Reporting Level	Detail	Total
	<p>middle and high income groups.</p> <ul style="list-style-type: none"> • Upgrading of Informal Settlements • Community Residential Units Programme- facilitate provision of secure, stable rental tenure for lower income households to the existing Govt or Municipal Hostels. • Individual Subsidy Programme- provides access to the state assistance where qualifying households wish to acquire an existing house or a vacant serviced residential stands. • Rural Housing Subsidy Programme- applicable in areas of Communal Land Tenure which may include upgrading of existing informal structures. • Consolidation Subsidy Programme- provides assistance to beneficiaries that have acquired stands or built houses with their own resources. • Provision of Social and Economic Facilities Programme – provides primary funding to social and economic amenities where funding is not available from other sources. • Housing Assistance in Emergency Circumstances like temporal re-housing households their informal settlements are being upgrades as well as areas where natural or manmade disasters have occurred. • Social Housing Programme- develops affordable rental in areas where bulk infrastructure may be underutilised • Institutionalised Subsidy Programme- provision of capital grants to social housing institutions which construct and manage affordable rental units <p>The municipality has a mandate to:</p> <ul style="list-style-type: none"> ○ Provide land in which the houses and the services are to be built. The duties of the Municipality is to take ownership of the installed services including taking care and maintenance of the services. ○ It is responsible for the beneficiary identification, administration and other demand management issues pertinent to the Municipality's housing databases. ○ Submit applications to the Department of Human 	

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Function:
Sub Function:

Housing
N/A

Reporting Level	Detail	Total	
	<p>Settlements on behalf of the beneficiaries for subsidy consideration.</p> <ul style="list-style-type: none"> ○ Responsible for submitting housing needs to the Department of Human Settlements <p>The strategic objectives of this function are to:</p> <ul style="list-style-type: none"> • Facilitate the unblocking of the housing subsidy projects. • Facilitate the development of new settlements for households living in inadequate housing conditions • Improve / upgrade the housing condition of the low income households in existing settlements • Provide support to households qualifying for the Housing Finance linked Individual Subsidy who are staying in informal settlements or who are renting. • Rectify poorly built houses that are already occupied in Butterworth 282 Housing Project. <p>The key issues for 20010/11 are:</p> <p>Unblocking of Centane , Ngqamakhwe 312 and Butterworth 282 Housing Projects.</p> <p>Commence installation of Services in the New Rest BNG Housing Project</p> <p>Survey of 40 Hectare land in Zizamele for another Housing provision</p> <p>Funding for Ndabakazi Rural Housing</p>		
Analysis of the Function: 1	<p>Number and cost of all personnel associated with provision of municipal housing:</p> <ul style="list-style-type: none"> - Professional (Architects/Consultants) - Field (Supervisors/Foremen) - Office (Clerical/Administration) - Non-professional (blue collar, outside workforce) - Temporary - Contract 	<p><total></p> <p><total></p> <p><total></p> <p><total></p> <p><total></p> <p><total></p>	<p>R (000s)</p> <p><cost></p> <p><cost></p> <p><cost></p> <p><cost></p> <p><cost></p> <p><cost></p>

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Function:	Housing
Sub Function:	N/A

Reporting Level	Detail	Total	
	Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package. Professional includes project design, Field includes all tradespersons.		
2	Number and total value of housing projects planned and current:		R (000s)
	Centane, Ngqamakhwe 312, Butterworth 282 and New Rest BNG Current (financial year after year reported on)	<total>	<value>
	Centane Top Structure and Services, New Rest BNG Services, Ngqamakhwe 312, Butterworth 282, Ntabakazi, Zingqayi, Ehlobo, Mgcwe Rural Housing, Smuts Ngonyama, Siyanda Planned (future years)	<total>	<value>
	Note: provide total project and project value as per initial or revised budget		
	Type of habitat breakdown:		
	- number of people living in a house or brick structure	<28362>	
	- number of people living in a traditional dwelling	<34358>	
	- number of people living in a flat in a block of flats	<2685>	
	- number of people living in a town/cluster/semi-detached group dwelling	<725>	
	- number of people living in an informal dwelling or shack	<9279>	
	- number of people living in a room/flat let	<725>	
Reporting Level	Detail	Total	
7	Type and number of grants and subsidies received:		R (000s)
	Note: Total value of specific housing grants actually received during year to be recorded over the five quarters	<total>	<value>
	- Apr to Jun last year, Jul to Sep, Oct to Dec, Jan to Mar, Apr to Jun this year.	1414	
8	Total operating cost of housing function		R (000s)

Key Performance Area	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve	Current	Target
	Performance		

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Function:	Housing
Sub Function:	N/A

Reporting Level	Detail	Total
	<ul style="list-style-type: none"> Out of the above projects, the Centlane Housing Project had challenges of land invasion in some of the sites planned for housing provision which the Municipality is handling and the Contractor for the Provision of the Sanitation in the project had challenges of completing the works and the contractor had to be fired. In Butterworth 282 Completion and Rectification Project is underway as the Contractor is on site but the tender for Services has not yet been finalised. In Ngqamakhwe 312, the problem of land invasion by the Mithwaku Community is far from over and the manner in which the Regional Land Claims Commission is handling the matter is not helping the situation and as such the project is still blocked. With regard to the provision of Services in the New Rest BNG Project, there is a challenge of poor performance by the appointed Contractor which has led to the project duration being exceeded by more than 6 months. There are still delays in the registration of the Townships for Siyanda, Smuts Ngonyama etc as a result of amendments that are required from the Surveyor General Office or the MEC's Office. There is no progress as yet on the Rural Housing for Ndabakazi, Mgqwe, Hlobo and Zingqayi. 	

6. Waste Management

Function:	Waste Management		
Sub Function:	Solid Waste		
Reporting Level	Detail	Total	
Overview:	Includes refuse removal, solid waste disposal and landfill, street cleaning and recycling		

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Function:	Waste Management		
Sub Function:	Solid Waste		
Reporting Level	Detail	Total	
Description of the Activity:	The refuse collection functions of the municipality are administered as follows and include:		
	Solid Waste Management		
	Landfill Site Management		
	These services extend to include waste avoidance, re-use, recycle and disposal of. The municipality has a mandate:		
	<i>To educate community to minimize waste, to re-use and recycle, collect and dispose</i>		
	The strategic objectives of this function are to:		
	To minimise waste, collect and dispose of:		
	The key issues for 2009/10 are:		
	To mobilise resource for solid waste management, To educate community to keep their environment healthy and clean, to intensify cleaning within our jurisdiction		
Analysis of the Function:			
1	Number and cost to employer of all personnel associated with refuse removal:		R (000s)
	- Professional (Engineers/Consultants)	4	370287
	- Field (Supervisors/Foremen)	4	251660
	- Office (Clerical/Administration)	1	
	- Non-professional (blue collar, outside workforce)	75	325438
2	Number of households receiving regular refuse removal services, and frequency and cost of service:		
	- Removed by municipality at least once a week	5264	
	- Removed by municipality less often	N/A	N/A
	- Communal refuse dump used	N/A	N/A
	- Own refuse dump	3	

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Function:	Waste Management		
Sub Function:	Solid Waste		
Reporting Level	Detail	Total	
	- No rubbish disposal	1	
	Note: If other intervals of services are available, please provide details		
4	Total number, capacity and life expectancy of refuse disposal sites:		
	- Domestic/Commercial (number)	15	15
	- Garden (number)	15	15
	Note: provide the number of tip sites, their total current capacity and the expected lifespan as at end of reporting period		
5	Anticipated expansion of refuse removal service:		R (000s)
	- Domestic/Commercial	<total>	<cost>
	- Garden	<total>	<cost>
	Note: provide total number of households anticipated to benefit and total additional operating cost per year to the municipality		
6	Free Basic Service Provision:		
	- Quantity (number of households affected)	nil	
	- Quantum (value to each household)	nil	
	Note: Provide details of how many households receive the FBS provision, and the average value it means per household. Describe in detail the level of Free Basic Services provided.		
7	Total operating cost of solid waste management function		R (000s)
	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance Out of ten activities five were successfully achieved and to address the backlog the directorate has increased its human resource base with skilled personnel.		

7. Roads Maintenance Performance

Function: Road Transport			
Sub Function: Roads			
Reporting Level	Detail	Total	Cost
Overview:	Construction and maintenance of roads within the municipality's jurisdiction		
Description of the Activity:	<p>The road maintenance and construction responsibilities of the municipality are administered as follows and include: The Municipality has Project Management Unit that is responsible for the Construction of New Roads and this unit report to the Municipal Manager.</p> <p>Infrastructure Directorate has a responsible for taking care and maintenance of all the constructed municipal roads including the streets in the urban areas. The Directorate is also responsible for the storm water management system</p> <p>The municipality has a mandate to:</p> <p>Raise funds for the construction and maintenance of the roads and its associated storm water management through grants and its own revenue.</p> <p>The strategic objectives of this function are:</p> <p>Provision of adequate transportation system for an efficient and safe movement of goods and services within its area of jurisdiction.</p> <p>The key issues for 2009/10 are:</p> <p>Construction of new roads to a total of 75km</p> <p>Maintenance of roads by ensuring that at least 100km is graded and a total of 400 square meters of surfaced roads are patched.</p> <p>A total of 20km is patch re-gravelled</p>		
Analysis of the Function: 1	<p>Number and cost to employer of all personnel associated with road maintenance and construction:</p> <ul style="list-style-type: none"> - Professional (Engineers/Consultants) - Field (Supervisors/Foremen) 	<p><total></p> <p><total></p>	<p>R (000s)</p> <p><cost></p> <p><cost></p>

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Function: Road Transport
Sub Function: Roads

Reporting Level	Detail	Total	Cost
2	<ul style="list-style-type: none"> - Office (Clerical/Administration) - Non-professional (blue collar, outside workforce) - Temporary - Contract <p>Note: total number to be calculated on full-time equivalent (FTE) basis, total cost to include total salary package</p>	<p><total></p> <p><total></p> <p><total></p> <p><total></p>	<p><cost></p> <p><cost></p> <p><cost></p> <p><cost></p>
	<p>Total number, kilometres and total value of road projects planned and current:</p> <ul style="list-style-type: none"> - New bitumenised (number) - Existing re-tarred (number) - New gravel (number) - Existing re-sheeted (number) <p>Note: if other types of road projects, please provide details</p>	<p><0kms></p> <p><3kms></p> <p><75kms></p> <p><20kms></p>	<p>R (000s)</p> <p><cost></p> <p><cost></p> <p><cost></p> <p><cost></p>
3	<p>Total kilometres and maintenance cost associated with existing roads provided</p> <ul style="list-style-type: none"> - Tar - Gravel <p>Note: if other types of road provided, please provide details</p>	<p><400m²></p> <p><100km></p>	<p>R (000s)</p> <p><cost></p> <p><cost></p>
4	<p>Average frequency and cost of re-tarring, re-sheeting roads</p> <ul style="list-style-type: none"> - Tar - Gravel <p>Note: based on maintenance records</p>	<p>15</p> <p>10</p>	<p>R (000s)</p> <p><cost></p>
5	<p>Estimated backlog in number of roads, showing kilometres and capital cost</p> <ul style="list-style-type: none"> - Tar - Gravel 	<p><1500></p>	<p>R (000s)</p> <p><R1.2b></p>
Reporting Level	Detail	Total	Cost
6	<p>Note: total number should appear in IDP, and cost in future budgeted road construction programme</p> <p>Type and number of grants and subsidies received: M/G</p>		
	<p>Note: total value of specific road grants actually received during year to be recorded over the five quarters - Apr to Jun this year, Jul to Sep, Oct to Dec, Jan to Mar, Apr to Jun this year.</p>	<p><1></p>	<p>R (000s)</p> <p><R36.886m></p>
7	<p>Total operating cost of road construction and maintenance function</p>		<p>R (3m)</p>

Key Performance Area	Performance During the Year, Performance Targets Against Actual Achieved and Plans to Improve Performance	Current	Target
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	<ul style="list-style-type: none"> • On the Re-gravelling team a total of 32km was done exceeding the target by 12km • The target for pothole fixing of surfaced streets and roads as well as the storm water cleaning was exceeded by far due to the 100 workers that were employed on contract to improve the maintenance of the infrastructure of the three towns of Mngquma • A three year contract for the rehabilitation and maintenance of the township roads in Buterworth has been awarded and the contractor is on site • The sidewalks of the Buterworth CBD have been revamped in collaboration with ADM 		
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8. Annual Performance Report for the Year Ending 30 June 2011

8.1 Office of the Municipal Manager

OFFICE OF THE MUNICIPAL MANAGER								
IDP Objective	IDP Strategy	Office Activity	Budget Amount	Funding Source	Annual Target	Achieved / Not Achieved	Reasons for Non-Achievement and/or Comments	Corrective Measure
KPA: GOOD GOVERNANCE AND PUBLIC PARTICIPATION								
Ensure a developmentally oriented planning by 2012	Implement and review IDP & Budget in line with legislative requirements	Contribute to the review of the IDP & Budget in line with the IDP Process Plan	Not applicable	Not applicable	Ensure that the IDP and Budget Development and Review Process Plans are adhered to	Achieved	Cluster reports were generated presented to the cluster	
	Implement, monitor and evaluate municipal performance	Ensure implementation of PMS	Not applicable	Not applicable	Implement PMS framework and policy across the municipality and conduct quarterly reviews	Achieved	The PMS is being implemented and it has been cascaded down to the lower levels of the municipality. Reports are generated and submitted on a monthly basis regarding compliance with the PMS tools	
		Ensure management and monitoring of the Municipal Turnaround Strategy	Not applicable	Not applicable	Fully Implementation of MUTAS	Achieved	Reports are generated on a quarterly basis regarding implementation of MTAS	

OFFICE OF THE MUNICIPAL MANAGER								
IDP Objective	IDP Strategy	Office Activity	Budget Amount	Funding Source	Annual Target	Achieved / Not Achieved	Reasons for Non-Achievement and/or Comments	Corrective Measure
To have an effective system of Municipal Governance in line with applicable legislation by 2012	Develop, implement and review municipal policies, procedures, strategies and bylaws	Ensure that all municipal policies, procedures, strategies and bylaws are developed and reviewed.	Not applicable	Not applicable	Review, develop and implement municipal policies, procedures, strategies and by-laws	Achieved	Policies were reviewed and adopted by Council	
	Compliance with municipal policies, legislation and reporting	Provide legal advice to the Council and Administration	930,000.00	Equitable Share	Develop process plans and compliance checklists to ensure that targets are met	Achieved		
	Provide legal support and advice to council and administration				Provision of legal support and advice to Council and Administration	Achieved		
		Facilitate the development and reviewable of Service Level Agreement, contracts and MoUs.	Not applicable	Not applicable	Ensure revival of existing service level agreements and development of service provider contracts and MOU.	Achieved		

OFFICE OF THE MUNICIPAL MANAGER								
IDP Objective	IDP Strategy	Office Activity	Budget Amount	Funding Source	Annual Target	Achieved / Not Achieved	Reasons for Non-Achievement and/or Comments	Corrective Measure
		Facilitate the implementation of Internal Audit Plan	250,000	Equitable Share	Fully Implementation of Internal Audit Plan	Partial Achieved	We have planned 10 Internal Audit Projects for the year ending 30 June 2011, six out of Ten projects have been completed, Three projects are in progress and one project has not yet been started on completion of the projects that are currently in progress we will execute the one that has not yet been started.	
		Facilitate the sitting of Audit Committee Meeting	180,000	Equitable Share	At least 4 meeting convened and annual report submitted by Audit Committee to the Council.	Achieved	4 Meetings have been convened and the annual report has been presented submitted to council.	
		Facilitate the sitting of Operation Clean Audit Committee	Not applicable	Not applicable	Fully Implementation of Audit Action Plan and improved audit outcomes.	Achieved	There are Service Providers that are currently working with us to implement the Audit Action and the Department of Local Government is helping to improve the audit outcomes.	

OFFICE OF THE MUNICIPAL MANAGER								
IDP Objective	IDP Strategy	Office Activity	Budget Amount	Funding Source	Annual Target	Achieved / Not Achieved	Reasons for Non-Achievement and/or Comments	Corrective Measure
		Compilation of Annual Report.	Not applicable	Not applicable	Submission of Annual Report 2009-2010, audit report and oversight report to Council.	Achieved		
	Monitor and evaluate risk management	Facilitate monitoring and evaluation of the risk management	Not applicable	Not applicable	Implement, monitor and review risk registers	Achieved	Risk registers have been reviewed by the Risk Management Committee.	
To maximize participation of stakeholders in the municipal affairs by 2012	Establish and maintain relations with other spheres of government and municipal stakeholders	Identify international and national partnerships for development			Identify international and national partnerships for development	Achieved		
To ensure a clean audit by 2014	Ensure functioning of structure towards realization of a clean audit by the Municipality	To ensure the Audit Committee is effective and functional			Clean Audit	Achieved	The Audit Committee performs its oversight duties in ensuring that the Municipality is in compliance with applicable legislative frameworks and this Committee sits on a quarterly basis and also where there is a need.	

OFFICE OF THE MUNICIPAL MANAGER								
IDP Objective	IDP Strategy	Office Activity	Budget Amount	Funding Source	Annual Target	Achieved / Not Achieved	Reasons for Non-Achievement and/or Comments	Corrective Measure
Increase the institutions budget and/or Revenue enhancement by 20% by 2012	Broadening of revenue base	Provide administrative support in the implementation of the bylaws of the Municipality	120,000.00	Equitable Share [Business Centre Operationalization]	Review and implement a revenue enhancement strategy and monitor implementation	Achieved	25% of the arrear debt was R12.5m and R2.1m has been collected. Arrear debt have been handed over and customers are reluctant to pay. Interference on implementation of credit control resulting to slow collection.	Embark on an extensive programme in ensuring that credit control policy is implemented to the latter and specifically to those that are deliberately refusing to pay and not willing to participate
		Facilitate the conclusion of the lease agreements on the municipal flats and report thereon	Not applicable	Not applicable	Facilitate the conclusion of lease agreements between the municipality and the flat tenants	Achieved		
KPA: FINANCIAL VIABILITY AND MANAGEMENT								
Increase the institutions budget and/or Revenue enhancement by 20% by 2012	Leverage of local, provincial, national and international resources	Lobby funding to assist with service delivery	Not applicable	Not applicable	To approach at least 2 funding sources in support of service delivery initiatives	Achieved		

OFFICE OF THE MUNICIPAL MANAGER								
IDP Objective	IDP Strategy	Office Activity	Budget Amount	Funding Source	Annual Target	Achieved / Not Achieved	Reasons for Non-Achievement and/or Comments	Corrective Measure
KPA: MUNICIPAL TRANSFORMATION AND INSTITUTIONAL DEVELOPMENT								
Ensure a fully functional, responsible, accountable and responsive administration by 2012	Improve council processes and systems	Ensure that the Standing Rules of Order and Institutional Calendar are adhered to	Not applicable	Not applicable	Provide and monitor administrative support to Council and committees and ensure that all meetings sit in terms of relevant policies	Achieved	Administration is provided to the Council and its committees starting from the issuing of notices up to the production of meeting minutes	
	Review the organogram in line with strategic objectives of the municipality and the powers and functions of the municipality	Contribute and ensure that the Organogram is reviewed and approved	Not applicable	Not applicable	Populate the organogram and review in line with the municipal strategy and policies	Achieved	All positions that were prioritised and budgeted for in the financial year under review were filled in line with the relevant policies of the municipality	
KPA: SOCIO-ECONOMIC DEVELOPMENT								
To facilitate economic development by 2010	To enhance the implementation of the NDPG programme	Monitor the implementation of the NDPG programme			Implementation of the first phase of the NDPG	Achieved		
KPA: INFRASTRUCTURE DEVELOPMENT AND BASIC SERVICE DELIVERY								
To ensure adequate transportation system for the efficient movement of goods and people by 2014	To facilitate the implementation of prioritised municipal projects as per the Municipal IDP	Facilitation and ensure implementation of projects	36.8 Million for the 2010/2011 financial year	MIG and other source of funding	Complete all prioritised projects in the IDP for the year 2010/2011	Achieved		

8.2 Strategic Management Directorate

ANNUAL PERFORMANCE REPORT FOR THE STRATEGIC MANAGEMENT DIRECTORATE - JUNE 2011								
IDP Objectives	IDP Strategy	Directorate Activity	Budget Amount	Funding Source	Annual Target	Achieved/Not Achieved [%]	Reasons for Non-Achievement and/or Comments	Corrective Measure
KPA: Socio-Economic Development (Development Outcomes)								
To ensure a properly coordinated rural and urban development	Operationalization of the Master Plan	Co ordinate implementation of master plan	R258 000	Equitable share	Implementation of the first phase of the master plan	Achieved		
Open up access to fishing	To facilitate the development of fishing facilities	Co-ordinate fishing infrastructure development			Monitor and implement	Achieved		
	To implement the capacity plan	Develop capacity building plan			Monitor and implement	Achieved		
To increase the level of support to SMME's by 2012	To implement SMME strategy and to facilitate the feasibility study towards the establishment of Aqua and Marine Culture	Facilitate the establishment of the Local Chamber of Commerce			Continuous capacitation of Mquma SMME's	Achieved		

ANNUAL PERFORMANCE REPORT FOR THE STRATEGIC MANAGEMENT DIRECTORATE - JUNE 2011								
IDP Objectives	IDP Strategy	Directorate Activity	Budget Amount	Funding Source	Annual Target	Achieved/Not Achieved [%]	Reasons for Non-Achievement and/or Comments	Corrective Measure
	Strengthen and enhance operations of co-operatives and other entities	Develop a support program for support of cooperatives		Equitable share	Train and capacitate at least 08 cooperatives	Achieved		
		Facilitate the establishment of a Municipal Entity	Nil	Nil	Develop and adopt a concept document for the Municipal entity establishment	Achieved		
To create sustainable economic development	To implement LED strategy	Co-ordinate implementation	R800 000	Equitable share	Full implementation of the LED strategy	Achieved		
				Various Sources	Implementation of at least 4 LED project	Achieved		
		Coordinate and monitor mining activities in the area		Equitable Share	Signed service level agreement with the Department of Energy	Partially Achieved		
Revitalize and commercialize the Agricultural sector, by 2012	Implementation of the agricultural strategy	Co-ordinate implementation		Equitable share	Monitor , implementation and review	Achieved		